

**INDIANA DEPARTMENT OF TRANSPORTATION  
OFFICE OF MATERIALS MANAGEMENT**

**CERTIFIED HOT MIX ASPHALT PRODUCER PROGRAM  
ITM 583-08P**

**1.0 SCOPE.**

- 1.1** This procedure covers the requirements for a HMA plant to become a Certified Hot Mix Asphalt Producer. Mixtures produced shall be QC/QA HMA in accordance with 401, HMA in accordance with 402, and Stone Matrix Asphalt (SMA) in accordance with 410.
- 1.2** The values stated in either English or acceptable SI metric units are to be regarded separately as standard, as appropriate for a specification with which this ITM is used. Within the text, SI metric units are shown in parenthesis. The values stated in each system may not be exact equivalents; therefore, each system shall be used independently of the other, without combining values in any way.
- 1.3** This procedure may involve hazardous materials, operations and equipment and may not address all of the safety problems associated with the use of the test method. The user of this ITM is responsible for establishing the appropriate safety and health practices and determining the applicability of regulatory limitations prior to use.

**2.0 REFERENCES.** Documents required by the Program may be maintained electronically or by hard copy.

**2.1 AASHTO Standards.**

PP 41	Designing Stone Matrix Asphalt (SMA)
PP 48	Evaluation of the Superpave Gyratory Compactor (SGC) Internal Angle of Gyration
TP 71	Evaluation of Superpave Gyratory Compactor (SGC) Internal Angle of Gyration Using Simulated Loading
R 35	Superpave Volumetric Design for Hot Mix Asphalt (HMA)
T 11	Materials Finer Than 75- $\mu$ m (No. 200) Sieve in Mineral Aggregates by Washing
T 27	Sieve Analysis of Fine and Coarse Aggregates
T 30	Mechanical Analysis of Extracted Aggregate
T 40	Sampling Bituminous Materials
T 166	Bulk Specific Gravity of Compacted Hot Mix Asphalt (HMA) Using Saturated Surface-Dry Specimens.
T 209	Theoretical Maximum Specific Gravity and Density of Hot Mix Asphalt Paving Mixtures
T 248	Reducing Samples of Aggregate to Testing Size

- T 255 Total Evaporable Moisture Content of Aggregate by Drying
- T 269 Percent Air Voids in Compacted Dense and Open Asphalt Mixtures
- T 275 Bulk Specific Gravity of Compacted Hot Mix Asphalt (HMA) Using Paraffin-Coated Specimens
- T 305 Determination of Draindown Characteristics in Uncompacted Asphalt Mixtures
- T 312 Preparing and Determining the Density of Hot Mix Asphalt (HMA) Specimens by Means of the Superpave Gyratory Compactor
- T 331 Bulk Specific Gravity and Density of Compacted Asphalt Mixtures Using Automatic Vacuum Sealing Method

## **2.2 ASTM Standards.**

- D 5821 Determining the Percentage of Fractured Particles in Coarse Aggregate

## **2.3 ITM Standards.**

- 207 Sampling Stockpiled Aggregates
- 571 Quantitative Extraction of Asphalt/Binder and Gradation of Extracted Aggregate from HMA Mixtures
- 572 Drying HMA Mixtures
- 580 Sampling HMA
- 586 Binder Content by Ignition
- 587 Reducing HMA Samples to Testing Size
- 902 Verifying Sieves
- 903 Verifying Ovens
- 905 Verifying Vacuum Systems
- 906 Verifying Mechanical Shakers
- 908 Verifying Calibrations Settings for Superpave Gyratory Compactors
- 909 Verifying Thermometers
- 910 Verifying Balances
- 913 Verifying HMA Gyratory Molds, Top Plates and Base Plates

## **2.4 A Certified HMA plant laboratory shall have the following current documents on file:**

- 2.4.1** Indiana Department of Transportation Standard Specifications (Includes applicable Supplemental Specifications)
- 2.4.2** Pertinent contract Special Provisions

- 2.4.3 Indiana HMA Quality Assurance Certified Technician Program Manual
- 2.4.4 All applicable ITM, AASHTO, and ASTM Test Methods
- 2.4.5 Testing equipment calibrations or verifications
- 2.4.6 Mix design, DMF, and JMF for each Mixture
- 2.4.7 Fines correction data for each DMF and JMF if applicable
- 2.4.8 Process control test results
- 2.4.9 Control charts
- 2.5 A Certified HMA plant shall have the following current documents on file:
  - 2.5.1 The Quality Control Plan (QCP) for the HMA plant
  - 2.5.2 Bill of lading of the binder from an Approved Supplier Certification producer for the most current date of shipment
  - 2.5.3 Instructions from the manufacturer concerning storage and handling of the binder
  - 2.5.4 HMA plant calibrations for each DMF
  - 2.5.5 Daily diary
  - 2.5.6 Annual calibration of HMA plant scales and verification of meters
  - 2.5.7 Stabilizing additive certification from the manufacturer
  - 2.5.8 Instructions from the manufacturer concerning storage and handling of stabilizing additives
- 3.0 **TERMINOLOGY.** Definitions for terms and abbreviations will be in accordance with the Department's Standard Specifications Section 101 and the following:
  - 3.1 Addenda. Any addition or deletion to the QCP
  - 3.2 Addenda Summary Sheet. A page of the QCP that is used to record a brief description of addenda until such time that the revisions are incorporated into the QCP

- 3.3** Actual Binder Content. The binder content determined in accordance with ITM 586 or the total of the binder content determined in accordance with ITM 571 and the binder absorption percent from the DMF
- 3.4** Certified Asphalt Technician. An individual who has successfully completed the requirements of the Department Hot Mix Asphalt Technician Training Program
- 3.5** Certified HMA Plant. A HMA plant that meets the requirements of the Program, continues to be under the same ownership, and is approved by the Department
- 3.6** Corrective Action. Corrective action shall include, but is not limited to, investigation for cause, correction of known cause, or re-testing
- 3.7** Coarse Aggregate. Aggregate that has a minimum of 20 percent retained on the No. 4 (4.75) mm sieve
- 3.8** District. The Department District Office responsible for administering the materials and tests function in a local area of the state
- 3.9** Fine Aggregate. Aggregate that is 100 percent passing the 3/8 in. (9.5 mm) sieve and a minimum of 80 percent passing the No. 4 (4.75) mm sieve
- 3.10** Mixture. QC/QA HMA, HMA, or SMA produced for the Department's use in accordance with ITM 583 and the Specifications
- 3.11** Moving Average. Average of the last four or five tests as stated in the QCP
- 3.12** National Institute of Standards and Technology (NIST). A federal technology agency that develops and applies technology, measurements, and standards
- 3.13** Office of Materials Management. An office of the Indiana Department of Transportation, located at 120 S. Shortridge Rd. in Indianapolis, Indiana 46219-0389
- 3.14** Producer. A company or owner who shall assume responsibility for a Certified HMA Plant
- 3.15** Program. ITM 583, Certified Hot Mix Asphalt Producer Program
- 3.16** QCP Annex. A page of the QCP, located in the Appendix, that is used to record revisions for HMA Plant major components, Certified Asphalt Technicians, and movement of the HMA Plant

- 3.17 Qualified Technician.** An individual who has successfully completed the written and proficiency testing requirements of the Department Qualified Laboratory and Technician Program
- 4.0 SIGNIFICANCE AND USE.** The Certified Hot Mix Asphalt Producer Program is a program whereby the Producer takes responsibility for the production of quality mixture in accordance with contract requirements, and the Department monitors the Producers production, sampling, and testing procedures.
- 5.0 PRODUCER PERSONNEL.** The Producer personnel shall include a Management Representative, Certified Asphalt Technician, and a Qualified Technician, if applicable.
- 5.1 Management Representative.** The Management Representative shall be responsible for all aspects of mixture production and control at the HMA plant and on the pavement as required by the Program.
- 5.2 Certified Asphalt Technician.** The Certified Asphalt Technician shall compact and analyze the mixture specimens, and perform the maximum specific gravity test. The technician shall supervise all other sampling and testing of materials, the maintenance of control charts, and the maintenance of the diary.
- 5.3 Qualified Technician.** The Qualified Technician shall conduct all sampling and testing used for acceptance of materials produced in accordance with 402. The tests required to determine the air void content in the HMA shall be conducted by a Certified Asphalt Technician.
- 6.0 LABORATORY.**
- 6.1** Process control testing shall be performed at the HMA Plant or as permitted in 6.3. The Producer shall provide and maintain a laboratory for process control testing. The laboratory shall have the necessary space, equipment, and supplies for the tests to be performed.
- 6.2** The laboratory testing equipment shall meet the requirements of the test methods identified for the required sampling and testing, except that an electronic balance shall be provided. The electronic balance shall be readable to 0.1 g and accurate to 0.2 g or 0.1 percent of the test load, whichever is greater, at any point within the range of use. The gyratory compactor shall tilt the specimen mold at an average internal angle of  $1.16 \pm 0.02^\circ$  ( $20.2 \pm 0.35$  mrad) as determined in accordance with AASHTO PP 48 or AASHTO TP 71. The gyratory compactor shall be on the Department's List of Approved Superpave Gyratory Compactors.

- 6.3** Performance of process control tests at laboratory facilities other than at the HMA Plant will be permitted provided the laboratory facilities are owned by the Producer, all test procedure criteria are satisfied in accordance with 6.2, and the test results are furnished in writing to the HMA Plant within two working days.
- 6.4** The Engineer shall be permitted access to inspect any laboratory used for process control testing, and witness process control activities during production of mixtures.

## **7.0 TEST EQUIPMENT CALIBRATION.**

- 7.1** The test equipment furnished by the Producer shall be properly calibrated or verified and maintained within the limits described in the applicable test method.
- 7.2** The Producer shall calibrate or verify equipment at the frequency indicated.
- 7.3** The equipment calibration or verification documentation shall include:
  - 7.3.1** A description of the equipment calibrated or verified including Model and Serial Number
  - 7.3.2** Name of the person performing the calibration or verification
  - 7.3.3** Identification of the calibration equipment used, if any (namely, standard weights, proving rings, thermometers, etc.)
  - 7.3.4** Last date calibration or verification was performed and next due date
  - 7.3.5** A reference to the procedure used
  - 7.3.6** Detailed records showing the results of the calibration or verification performed
- 7.4** The testing equipment shall be calibrated or verified in accordance with the following:

<b>Equipment</b>	<b>Requirement</b>	<b>Minimum Frequency</b>	<b>Procedure</b>
Balances	Standardize	12 mo.	ITM 910
Gyratory Compactor	Calibrate Ram Pressure, Angle of Gyration, Frequency of Gyration, LVDT	1 mo.	ITM 908
Gyratory Compactor Internal Angle	Verification	12 mo.	AASHTO PP 48 AASHTO TP 71
Gyratory Mold and Plate Dimensions	Verification	12 mo.	ITM 913
Ignition Oven	Conduct Lift Test	Weekly	Operators Manual
Mechanical Shakers	Verify Sieving Thoroughness	12 mo.	ITM 906
Ovens	Verify Temperature Settings	6 mo.	ITM 903
Sieves	Verify Physical Condition	6 mo.	ITM 902
Thermometers	Verification	6 mo.	ITM 909
Vacuum Pump	Verification	12 mo.	ITM 905
Vacuum Chamber	Verification	3 mo.	ITM 905
Volumetric Flask	Calibrate	1 mo.	AASHTO T 209

- 7.5** The equipment used to calibrate or verify the testing equipment shall be NIST traceable and shall be calibrated in accordance with the following frequencies:

<b>Calibration Equipment</b>	<b>Testing Equipment</b>	<b>Minimum Frequency</b>
Bore Gauge	Gyratory Compactor Molds – ITM 913	12 mo.
Dynamometer or Load Cell & Proving Ring	Gyratory Compactor – AASHTO T 312	24 mo.
Height Gage Blocks	Gyratory Compactor – AASHTO T 312	24 mo.
Vacuum Gage	Vacuum Systems – ITM 905 Vacuum Flask – AASHTO T 209	36 mo.
Weights, Min. Class 3	Balances – ITM 910	12 mo.

## **8.0 DIARY**

- 8.1** The Producer shall maintain a diary at the HMA Plant. The diary shall be an open format book with at least one page devoted to each day mixture is produced.
- 8.2** The Producer shall keep the diary on file for a minimum period of three years.

**8.3** Entries in the diary shall as a minimum include:

**8.3.1** The type of mixture produced and quantity, DMF or JMF number, and the contract or purchase order number for each mixture

**8.3.2** The time the sample was obtained and the time the test was completed

**8.3.3** Non-conforming tests and the resulting corrective action taken

**8.3.4** Any significant events or problems

**8.4** The Certified Asphalt Technician or Management Representative shall sign the entry in the diary. On occasion the diary may be signed by another person; however, the diary is required to be counter-signed by the Certified Asphalt Technician or Management Representative.

**9.0 MATERIALS SAMPLING AND TESTING.** The Producer shall designate the sampling and sample reduction procedures, test methods, sampling locations, and size of samples necessary for the quality control. Mixture shall be sampled in accordance with ITM 580. Testing of the samples shall be completed within two working days. Test values shall be reported to the nearest 0.1 percent, except as follows:

- a) Coarse aggregate angularity shall be reported to the nearest 1 percent
- b) Mixture temperature shall be reported to the nearest 1°F (2°C)
- c) Mixture moisture content and draindown shall be reported to the nearest 0.01 percent

Rounding shall be in accordance with 109.01(a). The Producer shall keep the test results on file for a minimum period of three years.

The VMA shall be calculated in accordance with AASHTO R 35 using the actual binder content from the most recent binder content determination. Gyratory specimens shall be compacted at  $300 \pm 9^{\circ}\text{F}$  ( $150 \pm 5^{\circ}\text{C}$ ) for dense graded mixtures and SMA, and  $260 \pm 9^{\circ}\text{F}$  ( $125 \pm 5^{\circ}\text{C}$ ) for open graded mixtures.

**9.1 QC/QA HMA and SMA Mixtures.** The following items shall be addressed in the QCP as a minimum:

**9.1.1** Aggregates

- a) Stockpile
- b) Blended



**9.1.2 Binder****9.1.3 Recycled Materials**

- a) Actual Binder Content
- b) Gradation
- c) Moisture Content
- d) Coarse Aggregate Angularity

**9.1.4 Mixture Sampled at the HMA plant**

- a) Actual Binder Content
- b) Gradation (for SMA mixtures only)
- c) Moisture Content
- d) Temperature
- e) Draindown (for open graded and SMA mixtures only)

**9.1.5 Mixture Sampled from the Pavement**

- a) Air Voids
- b) VMA
- c) Actual Binder Content
- d) Gradation (for SMA mixtures only)
- e) Moisture Content (for surface mixtures only)
- f) Bulk Specific Gravity
- g) Maximum Specific Gravity

**9.2 HMA Mixtures.** HMA mixture produced concurrently with QC/QA HMA mixture shall be sampled and tested in accordance with 9.1. All other HMA mixture shall be sampled at the HMA plant or the roadway at the Contractor's option and tested for Binder Content, Coarse Aggregate Angularity for mixtures containing Gravel, Gradation, and Air Voids in accordance with the following minimum frequency:

**9.2.1** The first 250 t (250 Mg) and each subsequent 1000 t (1000 Mg) of each DMF or JMF in a construction season for base and intermediate mixtures

**9.2.2** The first 250 t (250 Mg) and each subsequent 600 t (600 Mg) of each DMF or JMF in a construction season for surface mixtures

**10.0 ADJUSTMENT PERIOD.** The adjustment period shall only apply to QC/QA HMA and SMA mixtures.

**10.1** The Producer will be allowed an adjustment period for each DMF in which changes may be made. The adjustment period shall be from the beginning of production and extending until 4000 t (4000 Mg) of base or intermediate mixtures or 2400 t (2400 Mg) of surface mixture has been produced. A reduced adjustment period may be allowed.

**10.2** The amount passing all sieves on the DMF may be adjusted provided the gradation limits and the dust/calculated effective binder ratio do not exceed the requirements of 401.05 for QC/QA HMA mixtures, and the gradation limits do not exceed the requirements of 410.05 for SMA mixtures. Adjustments to the gradation shall be included in the JMF.

**10.3** The binder content on the JMF for QC/QA HMA may be determined by adjusting the DMF a maximum of  $\pm 0.5$  percent provided the dust/calculated effective binder ratio is in accordance with 401.05.

**10.4** The VMA value on the JMF for QC/QA HMA may be adjusted from the DMF provided the new value is in accordance with 401.05.

**10.5** The air voids on the JMF for open graded mixtures may be adjusted from the DMF provided the new value is in accordance with 401.05.

**10.6** The JMF shall be submitted in writing for approval to the District Testing Engineer one working day after the receipt of the test results for the binder content, VMA, and air voids of the adjustment period.

**10.7** A DMF will be allowed one adjustment period in a construction season. A new adjustment period will not be allowed for only a binder source change. The DMF/JMF will be allowed a new adjustment period if production extends into the next construction season.

**11.0 CONTROL CHARTS.** The control charts shall only apply to QC/QA HMA and SMA mixtures.

**11.1** Control charts shall be maintained by the Producer at the HMA plant laboratory for each JMF. All control test results shall be recorded on the control charts the same day the tests are conducted. As a minimum, the charts shall be maintained until 30 test data points have been plotted. Subsequent to that time, at least 30 test data points shall be continuously displayed.

**11.2** All charts shall be retained by the Producer for the HMA Plant for a period of three years.

**11.3** Control charts shall be required for:

**11.3.1** Binder content of the mixture for each DMF and JMF

**11.3.2** Air void content for each DMF and JMF

**11.3.3** VMA for each DMF and JMF, for dense graded mixture and SMA

**11.4** Target mean values shall be as follows:

**11.4.1** The target mean value for the air void content shall be as designated by the Producer.

**11.4.2** The target mean values for the binder content of the mixture and the VMA shall be as indicated on the JMF.

**11.5** Control limits from the target mean value shall be plotted on the control charts for Binder Content, Air Voids, and VMA and may be the plotted on the control charts for all others as follows:

Parameter	Control Limits Single Test ( $\pm$ )
<b>Aggregate Stockpile Samples, Maximum % Passing Sieve</b>	
3/4 in. (19.0mm)	10.0
1/2 in. (12.5mm)	10.0
No.4 (4.75mm)	10.0
No.8 (2.36mm)	10.0
No.16 (1.18mm)	8.0
No.30 (600um)	6.0
No.50 (300um)	6.0
No.100 (150um)	6.0
No.200 (75um)	2.0
<b>Blended Aggregate, Maximum% Passing Sieve Base and Intermediate Mixtures</b>	
3/4 in. (19.0mm)	10.0
1/2 in. (12.5mm)	10.0
No.4 (4.75mm)	10.0
No.8 (2.36mm)	10.0
No.16 (1.18mm)	8.0
No.30 (600um)	6.0
No.50 (300um)	6.0
No.100 (150um)	6.0
No.200 (75um)	2.0
<b>Blended Aggregated, Maximum % Passing Sieve Surface Mixtures</b>	
1/2 in. (12.5mm)	10.0
No.4 (4.75mm)	10.0
No.8 (2.36mm)	8.0
No.16 (1.18mm)	8.0
No.30 (600um)	4.0
No.50 (300um)	4.0
No.100 (150um)	3.0
No.200 (75um)	2.0
<b>Binder Content of Mixture and RAP, %</b>	$\pm 0.7$
<b>VMA @ Ndes, % (QC/QA HMA)</b>	$\pm 1.0$
<b>VMA @ N<sub>100</sub>, Minimum % (SMA)</b>	17
<b>Target Air Voids % (Dense Graded Mixtures, SMA)</b>	$\pm 1.0$
<b>Target Air Voids % (Open Graded Mixtures)</b>	$\pm 3.0$

**11.6 Chart Construction:**

- 11.6.1** The target mean value shall be represented by a heavy long dash followed by a short dash line
- 11.6.2** Control limits shall be represented by heavy solid lines
- 11.6.3** The horizontal lines on the chart indicating the control limit(s) and the target mean value shall be numerically identified in the left margin
- 11.6.4** The plot point for the test result shall be surrounded by a small circle and each consecutive point shall be connected by a solid straight line
- 11.6.5** The moving average of the most current five test values shall be plotted. The plot points shall be indicated by a small triangle symbol and connected by straight lines
- 11.6.6** Test results shall be plotted left to right in chronological order and dates corresponding to each test shall be shown along the horizontal axis
- 11.6.7** All values shall be plotted to the nearest 0.1 percent
- 11.6.8** Test results for samples obtained from other than at the Certified HMA Plant may be plotted on the corresponding chart provided the points are not connected with the test results from the Certified HMA plant and the test results are not included in the moving average

Any proposed deviation from these procedures shall be identified in the QCP.

**12.0 RESPONSE TO TEST RESULTS.**

- 12.1** The Producer shall take corrective action when the control limits for QC/QA HMA and SMA or specification limits for HMA Mixtures are exceeded for the appropriate properties of Mixture Binder Content, Air Voids, or VMA.
- 12.2 Moisture Content.** The Producer shall take corrective action when the moisture content of the mixture sampled at the HMA Plant exceeds 0.30 percent or when the moisture content of the surface mixture sampled from the pavement exceeds 0.10 percent.
- 12.3 Documentation.** All corrective action shall be documented in the diary.

### **13.0 QUALITY CONTROL PLAN.**

**13.1** Each Producer providing mixture under the Program shall have a written QCP which shall be HMA plant specific and be the basis of control. The QCP shall contain, but not be limited to, the methods of sampling, testing, calibration, verification, inspection, and anticipated frequencies.

**13.2** If applicable, the QCP shall include the following information for each HMA Plant:

**13.2.1** The location of the HMA Plant site, including the county and reference to the nearest identifiable points such as highways and towns.

**13.2.2** The name, telephone number, fax number, email address, duties, and employer of the Management Representative, Certified Asphalt Technician(s), and Qualified Technician(s), if applicable. The duties of all other personnel responsible for implementation of the QCP shall be included.

**13.2.3** A list of test equipment that is calibrated or verified, the test methods and frequency of calibration or verification of the equipment, and a statement of accessibility of the laboratory to Department personnel.

If the laboratory is not located at the HMA Plant, the location of the laboratory shall be designated, and the procedure for transporting the mixture to the laboratory included.

**13.2.4** A HMA plant site layout diagram which shall include the location of the stockpile area, binder tanks, fuel tank, stabilizing additive supply, anti-adhesive supply, field laboratory, visitor parking area, and major components of the mixing HMA plant.

**13.2.5** A plan for controls of the aggregate and recycled material stockpiles. Controls for identification of stockpiles by signing or other acceptable methods, techniques for construction of proper stockpiles, and cold bin loading procedures to prevent overflow of material from one bin into another shall be included.

**13.2.6** A plan for the identification of the grade of binder in each storage tank and the use of more than one binder grade in a binder tank. The sampling location shall be indicated.

**13.2.7** The procedure for the consistent uniform addition of baghouse fines when returned into the HMA plant.

- 13.2.8** The procedure for the consistent uniform addition of stabilizing additives into the HMA plant.
- 13.2.9** The procedure for using an anti-adhesive agent for the truck bed, and a statement that the agent is on the Department's List of Approved Anti-Adhesive Agents.
- 13.2.10** The procedure for sealing the surge bin when used for extended storage of the mixture up to one working day, and the method to prevent the discharge when the mixture falls below the top of the cone.
- 13.2.11** The procedure for loading mixture into the trucks.
- 13.2.12** A sampling plan that includes locations, test methods, devices, techniques, frequencies, and sample reduction procedures.
- 13.2.13** A testing plan that includes the types of tests, and test methods.
- 13.2.14** A description of any other process control techniques that may be used. These controls may include, but are not limited to:
  - a)** Different types of material testing
  - b)** Visual checks, and monitoring of HMA plant production
- 13.2.15** A statement of the procedure for handling addenda to the QCP including a time schedule for submittal.
- 13.2.16** A documentation plan with details on control charting, test data, and the diary. Copies of the forms may be included.
- 13.3** The last page of the QCP shall contain two signatures. One signature shall be the Producer Management Representative. The date of submittal and the corporate title of the Producer Management Representative making the signature shall be included. The other signature shall be for approval by the Manager, Office of Materials Management.
- 13.4** Production of mixture shall not begin before the QCP has been approved. The Producer shall submit two copies of the QCP to the Department for review. One copy shall be submitted to the District Testing Engineer, and one copy to the Office of Materials Management. Acceptance or rejection of the QCP will be made within 15 days of receipt of the QCP. One approved copy will be returned to the Producer.

- 13.5** The Producer shall transmit all applicable process control changes to the District Testing Engineer for approval. This shall be done in the format of addenda to the QCP. Each page of the QCP that is revised shall include the HMA plant number, date of revision, and means of identifying the revision. The addenda shall be signed and dated by the Management Representative and subsequently signed and dated when approved by the District Testing Engineer.

Revisions for HMA plant major components, Certified Asphalt Technicians, and movement of the HMA plant shall be submitted in the format of a QCP Annex as they occur, and upon approval by the District Testing Engineer shall be included in the Appendix of the QCP. Revisions, other than items on the QCP Annex, shall be maintained on the Addenda Summary sheet in the QCP Appendix.

Addenda may be submitted at the audit close-out meeting or within the first two months of each calendar year. The addenda shall include items on the QCP Annex, items on the Addenda Summary Sheet, and any other necessary revisions at the time of submittal. Upon incorporation into the QCP as addenda, the QCP Annex and items on the Addenda Summary Sheet shall be removed from the QCP Appendix.

- 13.6** Movement of the HMA Plant to a new location will require an addendum to the QCP. Verification of the calibration of all meters, scales and other measuring devices in accordance with 14.3 shall be completed.

#### **14.0 CERTIFICATION.**

- 14.1** Each Producer requesting to establish a Certified Plant shall do so in writing to the Manager, Office of Materials Management.
- 14.2** Upon receipt of the request for certification, the District Testing Engineer will be notified to inspect the plant and laboratory.
- 14.3** A plant inspection, including the correction of any deficiencies and calibration of all meters, scales and other measuring devices to an accuracy within 0.5% throughout their range, shall be completed prior to certification.
- 14.4** Each HMA plant meeting the requirements of the Program will be certified upon the approval of the QCP.
- 14.5** In the event of a change in ownership of the Certified HMA Plant, the certification shall expire on the date of such change. The new ownership may avoid expiration by submitting a statement to the Manager, Office of Materials Management indicating recognition of the details of the Program, the existing QCP, and a clear pronouncement of intent to operate in accordance with the requirements of both documents prior to providing mixture for the Program.



**15.0 DEPARTMENT RESPONSIBILITIES.**

- 15.1** The Department will conduct annual audits on a random basis of each HMA Plant.
- 15.2** The Department will maintain the List of Approved Certified Hot Mix Asphalt Producers.
- 15.3** The Department will administer a Certified Asphalt Technician Training Program for those Asphalt Technicians that perform the required duties for the Certified HMA Plant. Certification of the Technicians will be provided by the Department upon passing a certification test.
- 15.4** The removal of a supplier from the Department's List of Approved Certified Hot Mix Asphalt Producers will be the responsibility of the Office of Materials Management. The Producer shall have the right to appeal the removal from the Department's List of Approved Certified Hot Mix Asphalt Producers to the Director, Highway Management.